

**Developmental Disabilities Council**  
**Meeting Minutes**  
**Wednesday, September 13, 2017**  
**The Outlook at the Duncan Center, Dover, DE**  
**6:00pm**

**Members Present:** Barbara Monaghan (Chairperson), Maitri Campbell, Alvin Emory, Jr., Karen Gallagher, Derrick George, Lillian Gibbons, Laura Greene, Terri Hancharick, Nancy Lemus, Debra McCann, Karen McGloughlin, Daniese McMullin-Powell, Dale Matusевич, Carrie Melchisky, Joseph Merritt, Jr., Angela Mitchell, Shawn Rohe, Laura Waterland

**Members Absent:** Carol Barnett, Michael Harris, Katie Howe, Rick Kosmalski, HarrietAnn Litwin, Katie Macklin, Beth Mineo, Sue Ellen Powell, Steve Yeatman

**Staff:** Pat Maichle, Kristin Harvey, Stefanie Lancaster

**Guests:** Carmen Jones-Daily, Secretary Robert Coupe (DSHS), Catherine Pringle, Victoria Counihan (Deputy Attorney General)

- I. Call to Order** – Barbara Monaghan called the meeting to order at 6:15 p.m.
- II. Approval of Minutes** – Karen Gallagher made a motion to approve the minutes as submitted. Debra McCann seconded the motion. The minutes were approved by Council.
- III. Approval of Agenda** – Karen Gallagher made a motion to approve the agenda as submitted. Laura Greene seconded the motion. The agenda was approved by Council.
- IV. 5 Minute Public Comment Period** – Daniese McMullin-Powell asked that everyone please take a moment to think of the elderly residents of a nursing home in Florida who perished after Hurricane Irma left their facility without power. The nursing home facility was not on the priority list for those businesses to get their power back on. It is believed that those who lost their lives were subject to very hot and humid conditions due to lack of air conditioning.
- V. Chair's Report** – Phyllis Guinivan is arranging to do a video regarding emergency preparedness that she would like for Barbara and Bill Monaghan to be a part of. More information regarding a date and time for this will be shared with Council as the information becomes available.

## **VI. Staff Report – Pat reported:**

- The Employment First Oversight Commission is looking for new members with disabilities. If you are interested in joining, please let Pat or John McNeal with the State Council for Persons with Disabilities (SCPD) know so they can notify the appropriate people.
- The Developmental Disabilities Council (DDC) will be hosting a Movie Madness event to show two great videos. Council will be showing the video “Bottom Dollars” paying people with disabilities sub-minimum wage and the Council will also screen “Body & Soul” which is about community living and advocacy of people with disabilities. This event will be held on Friday, September 22<sup>nd</sup> at the Dover Public Library from 10am – noon. If you are interested in attending, please RSVP to Stefanie Lancaster at the DDC office.
- The LIFE Conference will be held on January 24<sup>th</sup> at the Dover Downs Conference Center. The DD Council will pay for any member who would like to attend. Please let Stefanie know so she can complete your conference registration.
- There will be a new director for the Division of Developmental Disabilities Services (DDDS) chosen soon. The former Director, Jill Rogers, is moving to another position with Delaware Guidance.
- A notice was shared this morning regarding House Resolution 620 regarding proposed federal regulation changes to the Americans with Disabilities Act (ADA). Many advocates are concerned with changing anything related to this Act. For more information regarding “Saving the ADA”, please visit the Consortium for Citizens with Disabilities website at <http://www.c-c-d.org/rubriques.php?rubpage=43>. Alvin Emory asked why Congress wants to make changes to the ADA. Pat stated some businesses are not supportive of the ADA especially Title 2. One of the things that would be made more difficult if the proposed changes are made will be that individuals would have a more difficult time filing lawsuits against businesses who are not in compliance.
- The Senate Labor, Health and Human Services, Education Appropriations Committee approved its Federal Fiscal Year 2018 spending bill. This means that the president will sign the continuing resolution that will not allow for the proposed PIII consolidation of each stat’s DD Councils, Brain Injury Committee and Centers for Independent Living to be consolidated.
- Angela Mitchell has been selected as a participant in the Leadership Education in Neurodevelopmental and Related Disabilities (LEND) program at the University of Delaware (UD) Center for Disabilities Studies (CDS). LEND programs provide long-term, graduate level interdisciplinary training as well as interdisciplinary services and care. The purpose of the LEND training program is to improve the health of infants, children, and adolescents with disabilities. They

accomplish this by preparing trainees from diverse professional disciplines to assume leadership roles in their respective fields and by ensuring high levels of interdisciplinary clinical competence.

- Stefanie Lancaster and Emmanuel Jenkins are continuing to work on the Disability History Project. The process is almost complete. The DDC website is currently being set up to accommodate the size and number of videos, transcripts and all other information (including photographs and newspaper articles) that have been collected over the years. Wendy Strauss, Director of the Governor's Advisory Council for Exceptional Citizens (GACEC), has taken the lead on the play that is being planned for October 2018. More information will be shared as it becomes available.
- A report was shared with Council regarding the Administration for Community Living's 2016 Voting Report. This report will be posted on the DDC Facebook page as well as the DDC Website. Pat stated that advocates in Delaware need to ensure voting places are accessible for people with disabilities.
- Pat stated that Barbara and Bill Monaghan have done a tremendous job doing Community Integration Training (CIT) training over the past few years. They are sadly retiring from doing this training. Pat said the DDC will need some new presenters with disabilities to help law enforcement enhance their knowledge about interacting with people with disabilities. Pat thanked Bill and Barbara for all that they have done.
- Kristin had nothing to report at this time.
- In Emmanuel's absence, Stefanie reported on the social media updates. In July, the DDC Facebook page had 840 likes. As of September 19, 2017, there are 854 likes – which is up by 14 likes. The goal still remains to attain 1,000 likes on the DDC Facebook Page by the end of the year. Stefanie asked Council members to please continue to share our page so that other will like it. In July, the DDC Twitter page had 242 followers. As of September 2017, the DDC Twitter page is up 11 followers to 253 followers. The Supported Decision Making video on the DDC's YouTube Channel had 1,292 views in July. As of September 19th, there have been 1,375 views – up 83 views. Also- the hashtag that has been created to follow the LIFE Conference 2018 is #lifeconference2018.

## **VII. Financial Report**

1. **Financial Advisory Committee Report – Recommendations for 2018 Budget –**  
The Financial Advisory Committee Chair, Carol Barnett, was not in attendance, so Stefanie Lancaster reported that the Financial Advisory Committee (FAC) has recommended the following percentage breakdown for each of the committees' funding as follows: Adult Issues – 35%, Children & Families – 31%, Policy & Law – 20%, Council Staff – 7%, and Partners Oversight – 7%. It was also recommended by the FAC that the following projects be approved for 2018:

- a. LIFE Conference - \$10,500
- b. Partners in Policymaking - \$53,500
- c. Council Travel - \$5,000
- d. Annual report - \$500
- e. Self-Advocacy Project - \$5,000
- f. Public Policy Manager - \$12,000

All recommendations were approved by Council. Stefanie also reported that all 2016 funds have been obligated on purchase orders and that 2016 FFY funds are fully on track with being spent by the September 30, 2018 deadline. There is currently approximately \$65,000 remaining in project funds that will need to be obligated by September 30, 2018. There may be additional unused administrative costs that will roll into the project lines. That figure is not known until closer to the end of the December. Once that figure is known, the chart will be updated.

### **VIII. Current Business**

**1. Legislative Update** – Pat reported that the legislation that the Council was working on last session will help begin the process for this year. The Legislative Planning Committee will be meeting to begin the process of developing this year’s agenda on Monday, September 25<sup>th</sup> at 10 a.m. at Appoquinimick State Service Center. Once an agenda has been developed, it will be shared with Council as well as legislators and as a handout will be provided at the upcoming LIFE Conference in January.

**2. Self-Advocacy Organization Update** – Barbara Monaghan reported that the proposal for this year was awarded to the Asperger’s Alliance Group. The contract was recently signed.

### **IX. Committee Reports**

- **Membership**

**1. Election of Officers – Ballot** – After Council handed in their ballots, the results are as follows. These new officers will start their positions on Council in January.

- Chairperson – Steve Yeatman
- Vice Chairperson – Alvin Emory
- Members at Large on Executive Committee – Shawn Rowe & Daniese McMullin-Powell
- Adult Issues – Terri Hancharick
- Children & Families – Laura Greene
- Policy & Law – Rick Kosmalski
- Partners Oversight – Sue Ellen Powell
- Membership – Karen Gallagher
- Financial – Carol Barnett
- Personnel – Karen McGloughlin

- Consumer Caucus – Joseph Merritt

**2. Report on New Members Appointments/Resignations** – Alex Eldreth and Angela Ehst have resigned from Council. Laura Waterland (representative from the Disabilities Law Program) and Dale Matusевич (representative from the Department of Education) have been appointed by the Governor’s office as new members to the Council.

**3. Total Membership for Consideration** – Karen Gallagher stated that the Council needs to discuss the commitment of members to attend meetings in person. There have been several meetings where people have not attended or notified the DDC staff. Karen stated she is not trying to scold anyone. She just wants to stress the need for more of a presence for quorum. A copy of the member responsibilities page was provided in the handouts to those present.

- **Children & Families**

- 1. RFP 1707 for Review – Physician/Clinical Professionals Training** – Laura Greene reported that the committee has drafted RFP 1707. This RFP stated the DDC will provide funding up to \$20,000 for a contractor to develop a new or present an existing curriculum focused on providing training for physicians and other clinical professional regarding children and youth with disabilities. The training should include information about assistive technology, cultural competence, physical and cognitive accessibility needs, telemedicine, patient rights and disability etiquette. Karen McGloughlin asked if there was already training similar to this already developed. Laura stated yes there is however it will be up to the contractor to decide if they want to develop a new training or expand on the training already available. Without any further discussion, this RFP was approved by Council.

- **Policy & Law**

- 1. Voting 2017** – This was previously discussed during the membership report.
- 2. Self-Advocacy Grant-** Terri Hancharick reported that this Contract went to Asperger’s Alliance group in the amount of \$5,000. Kristin Harvey is currently working with the contractor to get this project moving along.
- 3. Delaware Disability History project-** Terri reported that the original quote received from Sue at O.K. Video did not include captioning for this project. This is needed in order for these videos to be accessible to all people with disabilities. The request has been received for an additional \$4,300 - \$4,445 to be added to this project to complete this task. Without any discussion, this was approved by Council.

- **Adult Issues** - Terri reported that Cory Nourie with Nemours, who is currently working on the DDC Healthy Sexuality project, has arranged for some workshop dates to provide the curriculum for seminars to disseminate information to the public. The New Castle County workshops will be held in the AI DuPont Hospital for Children classrooms on Wednesday January 21<sup>st</sup> and Wednesday February 7<sup>th</sup> in the evening from 6:30-8:30pm.

Kent County workshops will be held on Wednesday February 28<sup>th</sup>. She is looking to have it at the Paradee building but this has not yet been confirmed. Sussex County workshops will be held at the Nemours Seaford office on Wednesday March 21<sup>st</sup>. As more information is available, it will be shared with the Council.

- **Partners Oversight**

**1. Jr. Partners 2017** – Pat reported on Sue Ellen Powell’s behalf as she was unable to attend this meeting. The Junior Partners in Policymaking class has completed. A final report was distributed and available to those present who would like a copy. Pat said that Delaware State University was very accommodating. There were some minor issues that were resolved.

**2. Partners in Policymaking 2018** – Pat reported that the Partners in Policymaking Contract for 2018 has just been signed. The committee agreed to once again contract with Karen Bell with Bell Marketing Solutions. Karen is going to help develop a Train the Trainer session. Within our current 5 year State Plan, there is an objective to add two additional trainers to this program who are former graduates of the Partners program.

**3. Partners in Policymaking Train the Trainer** - The first session for Future Partners in Policymaking Speakers will be held at the Division of Developmental Disabilities Services (DDDS) office at Fox Run on Friday, October the 6<sup>th</sup>. Also, after this year, Karen will be retiring so we will have to begin to look for a new contractor for this project.

- **Consumer Caucus** – Joseph Merritt Jr. reported that the last meeting was cancelled due to Pat being sick. The next meeting will be held on November 18<sup>th</sup> at the ChesDel Restaurant.

**X. New Business**

**1. Autism Network, Brian Freedman, CDS** – Brian Freedman with the Center for Disabilities Studies (CDS) at the University of Delaware presented on the new autism initiatives at CDS. The studies show that there has been an increase in the diagnosed cases of children classified within the autism spectrum. With that information, CDS is using the opportunity to expand supports that they offer. The Strategic Plan includes a variety of training and information that can be shared with families of children with Autism. The Delaware Network for Excellence in Autism (DNEA) has been instrumental in providing large scale trainings, on site coaching, and webinars. In addition to the DNEA, there is also the Interagency Committee on Autism that includes members of sixteen different groups. One of the key points through the training is to improve the access to timely and appropriate services for children with ASD/DD and their families. CDS plans to continue to develop processes for DNEA, continue to hire leadership and staff, continue delivering training, and work on targeted areas such as evaluations and diagnosis, school-based services and mental health. After Brian’s discussion, Alvin Emory asked if people are being made aware that this training being offered. Brian stated yes – that through the help of the partner organizations the word of this work is spreading. Karen McGloughlin asked what the

age range was for the Building Bridges work. Brian stated it is for birth to three as they were directed under federal guidance. For more information regarding CDS's work on this topic, feel free to reach out to Brian Freedman at [brianf@udel.edu](mailto:brianf@udel.edu).

**2. AAIDD Report – Shawn Rowe** – Shawn Rohe recently attended the American Association on Intellectual and Developmental Disabilities Annual Conference (AAIDD). Shawn was able to have a personal interaction with the President of the organization. The focus of the conference was on mindfulness. Mindfulness is a clear awareness of what is happening as it happens. Shawn did an exercise demonstrating how mindfulness works on the body and provided some resources for anyone interested in looking further into this.

**3. Future Speakers** – The November Council meeting will be held at the Division of Health and Social Services Herman Holloway Campus and also at the DDC Office in the Margaret O'Neill Building on Federals Street in Dover with the two locations joined by video conference. The guest speaker will be Steve Martin, Jane Donovan and Elizabeth Dubravcic from the University of Delaware to discuss the work that they have been doing to include students with disabilities in the Tobacco Survey. Katie Howe will be the guest speaker in January to discuss the National Core Indicators. In March, a representative from the Division of Developmental Disabilities Services will attend the Council meeting to discuss the new Lifespan Services Waiver. If anyone has any recommendations for future speakers after the above dates, please let Pat know.

**XI. Other Council Business-** Pat stated Karen Gallagher will be Chairing the meeting in November due to Barbara Monaghan being unable to attend. No other business was reported at this time.

**XII. Adjournment** - Karen Gallagher made a motion to adjourn the meeting. Angela Mitchell seconded. The meeting was adjourned at 7:47 p.m.